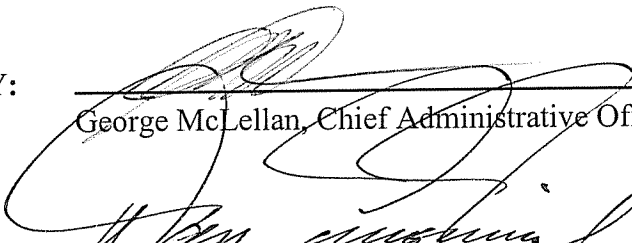


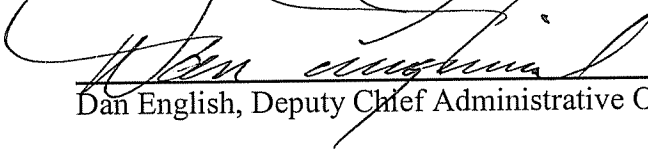
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Halifax Regional Council  
November 12, 2002

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

  
George McLellan, Chief Administrative Officer

  
Dan English, Deputy Chief Administrative Officer

**DATE:** November 5, 2002

**SUBJECT:** Quotation # Q02C358  
Janitorial Services for Acadia School, 636 Sackville Drive

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**ORIGIN**

The Halifax Regional Municipality called quotations for Janitorial Services (Acadia School, 636 Sackville Drive) for a three (3) year period.

**RECOMMENDATION**

It is recommended that :

- 1) Regional Council authorize the award of Quotation # Q02C358 for Janitorial Services for the above location to D & J's Cleaning Services Ltd. for a three (3) year period at a total cost of \$120,714.24 (tax included), beginning December 1, 2002, with funding outlined in the Budget Implications section of this report.

**Note: All prices include the non-refundable portion of the HST.**

**BACKGROUND**

Quotations were received for the following location:  
Acadia School, 636 Sackville Drive.

A total of nine (9) companies responded to this Quotation.

<b><u>Name of Company</u></b>	<b><u>Bid Three (3) Year Period (Tax included)</u></b>
D & J's Cleaning Services Ltd.	\$120,714.24*
Federated Building Services Limited	155,582.16
C & D Cleaning & Security Services Limited	205,716.10
ServiceMasters Contract Services	208,443.32
High Gloss Maintenance Inc.	223,909.58
Colonial Cleaning Services Ltd.	239,323.99
Imperial Cleaners Limited	249,618.57
Janasco Limited	293,105.46
Simmons Cleaners	356,324.29

\* Recommended Bid

**DISCUSSION**

Acadia School custodial care has been outsourced since its opening in 1995, and service levels have been rated as good. Due to the nature of the business, outsourcing the work is the optimum means to ensure the service is offered in a cost effective manner.

**BUDGET IMPLICATIONS**

Funds are available in the following Operating Budget Accounts:  
Acadia School, 636 Sackville Drive - Account # XJAG0005 6304

**MULTI-YEAR FINANCIAL IMPLICATIONS**

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

**ALTERNATIVES**

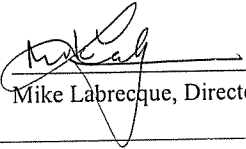
No recommended alternatives

**ATTACHMENTS**

None

Additional copies of this report, and information on its status, can be obtained by contacting the office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Christina Dean Procurement Office, 490-6472

Report Approved by:   
Mike Labrecque, Director Real Property Services 490-4851